

**Unapproved
SALEM BOARD OF FINANCE
REGULAR MEETING MINUTES
April 11, 2013**

PRESENT

TJ Butcher
Carole Eckart
Janet Griggs
George Householder
Dave Kennedy (Alt)
Greg Preston
Bill Weinschenker

ABSENT

P. Lee (Alt)
John Dolan (Alt)

B. Weinschenker called the meeting to order at 7:06 pm.

AGENDA: Add the 1989 Tanker/Pumper Safety Upgrade after the Selectman's report.

RECOGNITION OF VISITORS: None

SEAT ALTERNATES: No alternates were seated

COMMUNICATIONS:

Chairman Weinschenker circulated a proposal to all BOF members that he received from O'Connor Davies concerning the fiscal year 2012/2013 audit. See a copy of this proposal attached. Chairman Weinschenker requested that appointing an auditor be placed on next month's agenda.

1. **APPROVAL OF MINUTES**

Page 3: correct "Continue Appropriation" not Continual"

M/S/C (Butcher/Griggs) to approve the March 28, 2013 Special Board of Finance minutes as amended.

Vote: Approved Unanimously

2. **TREASURERS REPORT (See File copy attached)**
 - C. Miller has added new accounts for the Farmland Preservation and Historical Documents. The Treasurer pointed out the new lines and stated they are still being updated.
 - G. Preston asked about the miscellaneous expense line in the Town Office Operation Department. This expense is for Town taxes owed to the Town from the closing on the Zemko property.
3. **PUBLIC COMMENT: None**
4. **SELECTMAN'S REPORT-**
 - Zemko property debris cleanup is continuing. Money is being held in an escrow account to cover expenses for the cleanup on this property.
 - The Tax Collector would like to accept Visa/MasterCard and electronic checks for payment of resident's taxes. The Town is working with RW Walsh and Webster bank to accomplish this process. Information will be on SalemCT.Gov website. Fees for this service will be the responsibilities of the taxpayer. In the future, other town services could possibly be paid by this method, for example building fees.
5. **Gardner Lake Fire Company's Safety Repairs Upgrade**

M/S/C (Preston/Butcher) to create a new line in Dept #220– Gardner Lake 1989 Tanker/Pumper Truck Safety Upgrade and to appropriate \$25,000 from the unassigned fund to be placed into newly created line.

Vote: Approved Unanimously.

6. **CONSIDER ITEMS FROM APRIL 10, 2013 PUBLIC HEARING.**

B. Weinschenker asked the members what their general impression of the Public Hearing was.

- G. Preston: most interesting Public Hearing, a lot of new faces, worried about the other people that were not there.
- D. Kennedy: agreed with G. Preston comments
- G. Householder: New faces.
- J. Griggs: The applause was equal for adding/do not add funding.
- T. Butcher: House was divided but civil, new faces that could possibly get involved in serving the Town, lack of understanding the budget process.
- C. Eckart: BOF and BOE Chairmen did great jobs presenting budget.
- B. Weinschenker: residents want more services for their taxes.

G. Householder went over the comments from the Public Hearing. Below are the topics that were discussed.

- One principal for the Salem school/declining enrollment
- Offering more recreation programs
- Transportation expenses/changes in the school's schedules
- Unemployment expenses in the BOE budget
- Fixed costs of 94%
- WEO/ZEO Salary/expenses
- Young services Library/School and Recreation Dept.
- Add funding for a Children's Librarian.
- Use of the School Librarian in the summer months
- Gardner Lake's Floor maintain/Physicals and Ambulance repair expense.
- Economic Development budget funds are low
- Mileage for WEO
- Software/Hardware in the BOE Budget

What items need to be adjusted in the 2013/2014 budget because of these comments?

Discussion followed about adding WEO/ZEO to the salary line #105-112 and also adding a line in the Inland Wetland's budget for mileage.

M/S/C (Eckart/Preston) to change the description of line #105-112 to read "Town Planner/WEO/ZEO".

Vote: Approved Unanimously

M/S/C (Eckart/Preston) to create a new line in Dept #610, Inland WetLands for WEO mileage in the amount of \$500.00 and to reduce Dept #630–325-ZEO Mileage expense to \$1000.00 in the 2013/2014 FY.

Vote: Approved Unanimously

- TJ Butcher asked the Selectman about line item #105-109 Admin. Assist. Finance line. The Selectman informed the Board that this line is used for part time help in the Finance Department. The town does not have a permanent person in this position at this time.

M/S/C (Butcher/Griggs) to reduce line item #105-109, Admin. Asst. Finance, from \$26,950 to \$15,000 in the 2013/2014 FY.

Vote: Approved Unanimously

- BOE budget was discussed on how the MBR will affect the budget in the coming years. G. Householder asked about the onetime expenses that will affect the MBR in coming years. He would like to see the Software on the Upgraded Technology moved to the Capital Budget and the unemployment expense to the TOB Budget. K. Lyden said the Town budget couldn't pay the School's unemployment expense.

M/S/C (Householder/Preston) to add the BOE Software Upgrade to the BOE Technology in the Capital Department changing this amount to \$494,856 from \$437,560 for the 2013/2014 FY.

**Vote: (Yes) Eckart, Griggs, Householder, Preston, Weinschenker
(No) Butcher**

Vote: Approved

M/S/C (Householder/Preston) to reduce the BOE Budget to \$10,351,968. for 2013/2014 FY.

Vote: Approved Unanimously

M/S/C (Butcher/Preston) to approve for presentation at the Town Meeting a General Government Budget of \$3,513,725, Board of Education Budget of \$10,351,968 and the Capital Budget of \$915,388 for a total of \$14,781,081.

Vote: Approved Unanimously

ADJOURNMENT

M/S/C (Butcher/Eckart) Motion to adjourn at 9:25 pm

Vote: Approved Unanimously

Respectfully Submitted

**Virginia Casey
Recording Secretary**